



DEPARTMENTS OF THE ARMY AND AIR FORCE

HEADQUARTERS, MONTANA NATIONAL GUARD

P.O Box 4789 (1900 Williams Street)
Fort Harrison, Montana 59636-4789

DATE: 01 December 2006

**HUMAN RESOURCES MANAGEMENT OFFICE
TECHNICIAN VACANCY ANNOUNCEMENT NUMBER 07-322
CLOSING DATE 15 December 2006**

POSITION ADVERTISED AREA I - TEMP PROMOTION / TEMP REASSIGNMENT (AREA II TEMPORARY INDEFINITE) WITH NO POSSIBLE PERMANENT STATUS. PREVIOUSLY ADVERTISED JVA: 07-308.

BARGAINING UNIT POSITION: FORCE INTEGRATION READINESS ANALYST, GS-0301-9/11

SALARY RANGE: GS-09 \$42,955.00 - \$55,846.00 (per annum)
GS-11 \$51,972.00 - \$67,567.00 (per annum)

LOCATION: J3, Helena, MT

SELECTING OFFICIAL: LTC Nikki DeWolf

APPOINTMENT FACTORS

EXCEPTED ☒ OFFICER ☒ WARRANT OFFICER ☒ ENLISTED ☒

COMPATIBILITY: BR/CMF/MOS immaterial

NON-SUPERVISORY ☒ TEMP INDEF ☒ (AREA II) TEMP ☒ (AREA I temp promo/reassign)
BOTH AREA I AND II WITH NO POSSIBLE PERMANENT STATUS.

AREA OF CONSIDERATION

AREA I APPLICANTS WILL BE CONSIDERED FIRST

- ☒ AREA I All excepted permanent technicians in the Montana ARMY National Guard.
- ☒ AREA II All members of the Montana ARMY National Guard or those eligible for membership.

NATIONAL GUARD MEMBERSHIP REQUIRED: Prior to filling any excepted position, an individual must be a member of the Montana Army National Guard. The selectee must possess or obtain and be assigned to an AFSC/MOS/SSI's indicated above. Applicants must possess or be able to obtain a SECRET clearance (unless otherwise specified in Enclosure 1). Failure to meet these requirements will result in loss of employment. Acceptance of position will cause termination from the Selected Reserve Incentive Program (Loan Repayment and Bonus programs) with or without recoupment.

SUMMARY OF DUTIES: A brief statement of duties from Position Description NO. R8680000. If applicants desire, a copy of the PD can be obtained from the HRO. The purpose of this position is to serve as a primary staff member in the POTO (Plans, Operations and Training Office) with responsibility for force integration and readiness issues. Serves as an advisor on force readiness. Establishes plans and schedules for the maintenance and repair of a variety of vehicles and equipment such as combat tanks, heavy duty engineering and mobile equipment, tracked vehicles, towed and self-propelled artillery, communications and electronic equipment, guided missile systems, small arms, etc. Implements maintenance plans and monitors progress of accomplishments. Uses a comprehensive knowledge of support units and activities, maintenance and supply procedures, policies, regulations, and procedures governing operations to program workload, shop space, and available personnel on a short-term basis. Designates and maintains current maintenance priorities by equipment type and unit supported.

PRE-EMPLOYMENT PHYSICAL: Prior to full-time employment, selected individual must complete and pass a pre-placement physical examination.

PROMOTION POTENTIAL: If filled at the GS-09, promotion potential to GS-11 upon completion of a classification desk audit.

PCS FUNDS NOT AUTHORIZED.

EVALUATIONS AND RANKING CANDIDATES: All applications must reflect your current and past employment data as well as all duty assignments, qualifications, education and training **as they relate to the basic eligibility factors of Knowledge, Skill, and Ability (KSA's), General and Specialized Experience requirements outlined in Enclosure 1 of this announcement.** Complete and accurate data is essential to insure fair evaluation of candidates. Your application will be the basis for ranking these factors: (3 to 8 KSA FACTORS WILL BE USED). If more than five (5) qualified applicants apply, the evaluation procedures in Article Seven (7) of the negotiated contract applies to Area I applicants. The State Merit Promotion Plan (DMAMT (AR) Regulation 690-335) applies to AREA II applicants. **THIS IS A BARGAINING UNIT POSITION.**

EQUAL OPPORTUNITY: THE MONTANA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER. SELECTION FOR THIS POSITION WILL BE MADE WITHOUT REGARD TO RACE, RELIGION, AGE, NATIONAL ORIGIN, SEX, POLITICAL AFFILIATION, MARITAL STATUS, MEMBERSHIP OR NON-MEMBERSHIP IN AN EMPLOYEE ORGANIZATION, OR ANY OTHER NON-MERIT FACTOR.

INSTRUCTIONS FOR APPLYING: Current Technicians (Area I) **must** submit a DMAMT Form 690-1-E, continuation pages may be included. The HRO will use DMAMT Form 690-1-E to establish your basic eligibility. Current Technicians (Area I) **must** submit a DMAMT Form 690-1-E, continuation pages may be included. All forms and instructions are available at the HRO in Helena or Great Falls, MT. Applications will be retained by the HRO, Helena, as they are used to support this announcement. Verbal applications will not be accepted or considered. **Applications postmarked after 2400 hours on the closing date will not be considered. APPLICATIONS FAXED (406-324-3135) OR E-MAILED (hrojva@mtgrea.ang.af.mil) WILL BE CONSIDERED. USE OF GOVERNMENT ENVELOPES AND POSTAGE FOR MAILING OF JOB APPLICATIONS IS PROHIBITED.** Applicants may request a personal or telephone interview, and should indicate this on their applications. Applicants will be notified as to date, time, and place of interview. Applications will be sent to: **THE ADJUTANT GENERAL, STATE OF MONTANA, ATTN: HRO-STAFFING, PO Box 4789, FT. HARRISON, MT. 59636-4789.** Please call (406) 324-3122/3133/3138, DSN: 324-3122/3133/3138 for any additional information or clarification of application procedures. For application/forms and a list of open job vacancy announcements visit our webpage at:

WWW.DMA.MT.GOV/HRO/

REMINDER: A male applicant selected for a new appointment who was born after 31 Dec 1959 must be registered with Selective Service and must have signed the pre-appointment certification statement for Selective Service registration prior to appointment with the Federal Government. This position is Title 32 (Excepted Civil Service), not Title 5 (Competitive Civil Service). National Guard Technicians of the Montana National Guard are employed under the authority of Title 32 USC 709, and as such are subject to appellant provisions of Title 32.

FOR THE ADJUTANT GENERAL:

/signed/
TROY A. FROST
Lt Col, MT NG
Human Resource Officer

TECHNICIAN VACANCY ANNOUNCEMENT NUMBER 07-322

BASIC ELIGIBILITY FACTORS: Document prior experience, education, and training relating to each KNOWLEDGE, SKILL, AND ABILITY (KSA's), GENERAL, and SPECIALIZED EXPERIENCE requirements.

KSA'S FOR FORCE INTEGRATION READINESS ANALYST, GS-0301-09, R8680000

1. Knowledge of Army Training systems, programs, or resources.
2. Skill in planning, scheduling, and organizing.
3. Ability in analyzing or editing documents.
4. Ability in the use of computers and software programs (i.e. Word, Excel, PowerPoint, or Access).
5. Ability to read and interpret regulations.
6. Ability in the development of plans, programs or policies.

SELECTIVE PLACEMENT FACTOR: Must be able to travel.

GENERAL EXPERIENCE: General experience, education, or training which has provided the candidate's knowledge of the principles of organization, reorganization, or management.

SPECIALIZED EXPERIENCE: Must have 24 months of specialized experience in planning, scheduling, or developing programs utilizing personnel, equipment or structure resources.

KSA'S FOR FORCE INTEGRATION READINESS ANALYST, GS-0301-11, R8680000

1. Knowledge of Unit Status Reporting process (i.e. UMR, MTOEs, or TDAs).
2. Skill in planning, scheduling, and organizing.
3. Skill in analyzing or editing documents.
4. Skill in the use of computers and software programs (i.e. Word, Excel, PowerPoint, or Access).
5. Ability to read and interpret regulations.
6. Skill in the development of plans, programs, or policies.

SELECTIVE PLACEMENT FACTOR: Must be able to travel.

GENERAL EXPERIENCE: General experience, education, or training which has provided the candidate's knowledge of the principles of organization, reorganization, or management.

SPECIALIZED EXPERIENCE: Must have 36 months of specialized experience in planning, scheduling, or developing programs utilizing personnel, equipment or structure resources.

/signed/
NIKKI DEWOLF
LTC, MT ARNG
Mobilization Readiness Officer